

**Minutes of the August 29, 2023, Meeting of
the Ripon Public Library Board of Trustees**

The meeting was called to order at 5:00 p.m. by president Lauren McConnell. Other trustees present were Doug Iverson, Janet Vossekuil, Andrew Prellwitz, Gary Will, Travis Liptow, and Breck Speers. Desiree Bongers was also present.

Ms. Vossekuil moved, Mr. Liptow seconded, to approve the minutes of the August 1, 2023, meeting as corrected. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: upcoming programs; continuing education opportunities; staff and meeting room reorganization. Highlights of July statistics: in person circulation was 8,179; the door count was 4,606; 273 patrons checked out 1,509 items on OverDrive and 194 items on hoopla; there were 244 Internet sessions; 1,340 GB was downloaded on wireless and 592 unique wireless devices were used; a cumulative total of \$3,894 in fines and fees has been collected through the end of July.

The board reviewed the payment of the August 2023 invoices totaling \$9,840.40 and credit card charges of \$167.34.

The board discussed the proposed mission statement. Director Bongers will seek synonyms for “empowers” and “community connections” from the committee and WiLS and bring these to the September meeting.

The board received an update on the Capital Campaign Committee. The Love My Library business campaign has kicked off, and committee members need to follow up with businesses.

The board received an update from the Finance Committee. Ms. Vossekuil moved, Mr. Iverson seconded, to allocate from the Ripon Public Library Fund \$10,000 each to the five new permanent funds that have been created and to move the remaining dollars to the Ripon Public Library Renovation Fund, thus dissolving the undesignated fund. Motion carried. Mr. Will moved, Ms. Vossekuil seconded, to move the estate gift of \$5,000 to the RPL Renovation Fund with recognition for the donor’s mother included with the 100 Extraordinary Women. Motion carried. Ms. Vossekuil moved, Mr. Liptow seconded, to approve the Expenditure Policy. Motion carried.

There was no new information on the 2024 budget.

The board discussed the revised Meeting Room Policy proposed by staff. Mr. Prellwitz moved, Mr. Speers seconded, to approve the Meeting Room Policy. Motion carried.

The next board meeting is scheduled for Tuesday, September 26, 2023, at 5:00 p.m. in the Silver Creek Room. The meeting adjourned at 5:42 p.m.

Respectfully submitted,
Desiree M. Bongers
Library Director